



Government of West Bengal  
Government General Degree College at Kharagpur-II  
Office of the Principal  
Madpur, Paschim Medinipur – 721149, West Bengal



**5.1.4 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases.**

The Institution has a transparent mechanism for timely redressal of student related grievances. The institution confirms to tackle the issue of grievances. Below we discuss all the four points of student related issues.

**1. Implementation of Guidelines of Statutory/Regulatory Bodies:**

A. The Institution has a transparent Mechanism for timely redressal of Student Grievances including sexual harassment and ragging cases. The system to register the student's grievance is to register by offline . It is regular routine in our college to pay attention to common grievances of the students at Principal's level. However some of those which require immediate attention are discussed in the meeting of Grievance and Redressal Cell.

B. For the Possible care of ragging in campus, the mechanism will be deal according to the rule of UGC, MHRD, GOI. However there is no such case from the starting the College. Meeting is organized in a regular basis.


C. Similarly, the code of conduct for Students to avoid their grievances is displayed in the college notice board as well as in the college website, Code of Conduct for students in this context.

**2. Organisation wide awarness and under takings on policy with Zero Tolerance.**

Different types of poster describing 'Zero Tolerance to Ragging', etc are being put-up on the wall in college campus about rules and regulations for prevention of ragging, about punishment of ragging, steps are taken for removal of Student grievance, tendencies of ragging.

**3. Mechanism for submission of offline student's Grievance:** College follows the guidelines of statutory/regulatory bodies for the following grievances.

Policy : A Grievance Redressal Cell is constituted in this college. The aim of the cell is to solve or to discuss how to solve the case of student's grievances. This committee also gives suggestions to deal problem with time limit.

  
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Mechanism : As a mechanism of student's grievance redressal there is only offline method. In the offline method student can register his/her complain and submit his/her information like, his/her name, class category, college Roll No, Mobile Number and give details about category, College Roll No, Mobile Number and give details about his/her complaint. However there is no case registered till date regarding this issue except some common and nominal grievances regularly. Further, there are some other methods: (a) Identity Card checking in front of the college entrance. (b) The poster of code of conduct in the college. We admit that student's seeking admission to college as well as existing student's seeking admission to college as well as existing students should give an undertaking counter signed by their parents promising to abide by the guidelines of discipline. Some of guidelines are as under: (a) He/She shall be regular and must complete her/his studies in the college. (b) In the event, a Student is forced to discontinue studies for any legitimate reason, such a student may be relieved from the college subject to written consent of the principal. (c) College believes in promoting a safe and efficient climate by enforcing behavioral standards. All Student must up hold academic integrity, respect all persons and their rights and property and safety of others, etc. (d) Any act of discrimination (Physical & Verbal conduct) based on an individual's gender, caste, race, religion or religious beliefs, color, region, language, disability or sexual orientation, marital or family status, physical or mental disability, gender identity etc. Like these there are many types of code of conduct and discipline for students mentioned in the Code of Conduct for Students in the college website and the poster of code of conduct in the college.

4. Timely redressal of the grievances through appropriate committees: All the cases regarding sexual harassment, ragging and student's grievances are put in front of respective Committee. The Committee takes appropriate documentation



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